

WHITEHALL PARKS AND RECREATION COMMISSION

November 30 – Special Meeting

The special meeting of the Whitehall Parks and Recreation Commission was called to order at 6:35 pm by Chairperson John Feters. In attendance: Tiffanie Charles, Feters, Katie Quincel, Zach Wright, and Shannon Werner. Guests: Mayor Kim Maggard, HR Director Ann Lund, and Chris Bolich.

Quincel moved, seconded by Charles, to excuse the absent members and the motion carried 4 – 0.

Feters asked if all members received a copy of the agenda. The present members all answered in the affirmative.

Feters then opened the floor for Commissioners to ask Mayor Maggard questions regarding a potential partnership between the City and the YMCA. Wright asked what the timeline for a decision looked like. The Mayor responded that the surveys should be completed in January and the YMCA would make a decision in February.

Wright asked what kind of facilities the Y is looking for in Whitehall. Maggard said she is not really sure, that at this point, the Y is just looking to see if there is a recreational/programming need they can fill. They will need a space, but what the Y's needs are for that building are not yet known.

Wright asked about the Y's partnership with Whitehall City Schools. Maggard answered that the Y has been providing after-school care since approximately 1994. Quincel explained that this programming is between the YMCA and WCS, funded through Franklin County JFS, and separate from the City.

Wright expressed his discomfort hiring for the Parks and Recreation Director's position when they are unable to explain exactly what their role will be and how the Activity Center may be used.

Maggard said, while she understands his hesitation, she believes that it is important for the Commission to move the hiring process forward. There are still numerous parks projects that are in need of direct leadership. She suggested that the Commission be open and honest with candidates that a YMCA partnership is currently being explored. Maggard added that a new Director may very excited by this prospect and it could open new programming avenues for the department that are separate from the Y.

Maggard reiterated that the Y still does not know what kind of space they will need for their programming. She stressed, however, that the City has no interest in selling or handing-over the Activity Center to the Y. She envisions that the Y and the City would operate under a contract and that the Activity Center would still have space available for community use.

Wright asked who would make the final decision. Maggard answered that, if this is the direction the City (Council and the Administration) wants to go, the Administration would take a contract proposal to Council and they would vote yea or nay, just like any other legislative action. City Council votes on contracts and the administration executes those contracts.

Charles inquired, if the city partners with the Y, would the Parks and Recreation offices continue to operate from the Activity Center. Maggard said, yes, she would expect that to be the case.

Next, the Commission discussed candidate selection and the interview process for the Director's position with Ann Lund. Lund discussed the Hiring Process Outline she provided. She stressed that there had to be at least 4 commissioners who attended all 6 interviews. Lund also provided several ice-breaker questions for the candidates. She also stressed the importance of asking all the candidates the same questions. The Commission agreed to forward any interview questions they had to Lund, as well. Lund also asked that the Commission designate a spokesperson to present an overview of the department and position. Werner agreed to provide an initial draft overview as a starting point.

The Commission agreed on the following interview schedule:

Wednesday December 7 – interviews at 5:30, 6:30, and 7:30 pm.

Wednesday December 14 – interviews at 5:30, 6:30, and 7:30 pm.

Lund will contact the 6 candidates to fill the slots. The out-of-state candidates could potentially be interviewed via Skype.

The Commission also scheduled a special meeting for Thursday December 15 at 6:30 pm to discuss the interviews and candidates in Executive Session.

There being no further business, Charles moved, seconded by Quincel, and the meeting adjourned at 7:13 pm.

To the best of my knowledge these minutes are true and correct.

Chairperson